

**Alaska Workforce Investment Board  
Executive Committee  
Tuesday, February 10, 2009 – 10:00 a.m.  
Teleconference: 1-888-354-0094, Conference ID#4461969  
Meeting Minutes**

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- **Call to Order - 10:11 a.m. Roll Call:**

X Jim Lynch, AWIB Chair; X Neal Foster, AWIB Vice Chair; X Jim Laiti, PP/AE Chair; X Doug Ward, WR/EP Chair; X Betty Jo Dibble, Youth Council Chair; X Linda Hulbert, Legislative Chair; \_\_\_ Andy Baker, Immediate Past AWIB Chair

*Staff in attendance:* Greg Cashen, Executive Director; Barbara Duval, Project Coordinator and Bejean Page, Administrative Assistant

*Board members & designees in attendance:* Joe Austerman, Scott Clark, Kathy Craft, Chris Gregg, Dave Rees, Michelle Zenger

*Guests in attendance:* Corine Geldhof, Director, DBP/DOLWD; Brynn Keith, Chief, Jeff Hadland, Economist, and Josh Warren, Economist from R&A/DOLWD; Carol Collins, Policy & Program Specialist, ESD/DOLWD

- **Approval of Agenda**

Jim Lynch asked that “Assignments of Committee Chairs” be placed as the first action item in today’s meeting. Neal Foster made a motion to approve the agenda, Doug Ward seconded, vote taken, MOTION passed.

- **Approval of Minutes – January 13<sup>th</sup>**

Doug Ward made a motion to approve the minutes from the last meeting, Neal Foster seconded, vote taken, MOTION passed.

- **Action Items**

1. Assignment of Committee Chairs

Chair Lynch assigned the following new committee chairs: Betty Jo Dibble, Youth Council; Linda Hulbert, Legislative; and Jim Laiti, Policy & Planning/Employment & Placement. These new committee chair assignments are also on the Executive Committee. AWIB staff will update the committee rosters.

2. 2007 Annual Training Program Performance Report

Jeff Hadland, Economist with R&A/DOLWD gave a summary of the report. The report needs to be submitted to the Legislature by February 18, 2009. Jim Laiti and Dave Rees wanted to know if the report leads us to targets for 2009. It was suggested that maybe the Employment and Placement Committee would want to take a look at the report and Doug Ward agreed that they should look at it in the WREP Committee. Michelle Zenger asked how often the priority industries are looked at. Brynn Keith, Chief with R&A/DOLWD



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said that it is not annual or even every other year. It is very sporadic but when they set them it is for 10 years. Right now the priority industries are for 2006 to 2016. The original priority industries were reviewed in May of 07 but there were no changes made. Kathy Craft suggested that the AWIB should make it a goal to look at the priority industries. Neal Foster suggested that Policy and Planning modify and make changes, not too detailed but need more industries. Doug Ward asked what the role of the RACs is in the process and Neal Foster asked that this be added to the agenda for the RAC meeting coming up on Wednesday, February 11, 2009. Doug Ward asked that the RACs be provided with guidance from AWIB as to what we expect from them in determining what their priority industries and priority occupations are. Jim Lynch suggested they talk about this at the RAC meeting in February during the AWIB meeting. Neal Foster asked that the cover letter to the training plan include STEP to not be sunsetted. Greg is going to get with Jim Lynch to go over the cover letter for the report. Neal Foster made a motion to approve the 2007 Annual Training Program Performance Report, Jim Laiti seconded, vote taken, MOTION passed to approve sending the report to the legislature.

**3. Vocational Instructor/Administrator of the Year Awards**

The Exco reviewed the applications for both awards and the following were chosen:

Brian Walsh, Welding Instructor with the King Career Center, Anchorage School District was voted Secondary Vocational Training Instructor/Administrator of the Year.

Motion by Doug Ward, seconded by Linda Hulbert, vote taken, MOTION passed.

Bret Helms, Administrator with the United Association of Plumbers and Pipefitters Local Union #375 – Joint Apprenticeship Training Program was voted Post Secondary Vocational Training Instructor/Administrator of the Year.

Motion by Doug Ward, seconded by Betty Jo Dibble, vote taken, MOTION passed.

**4. STEP Task Force Report**

Corine Geldhof, Director, DBP/DOLWD explained that the STEP report is due to the Legislature by February 18, 2009. STEP is currently extended for 2 years which is until 6/30/2010. The report is currently being edited with the comments from the STEP Task Force and will be emailed to the Exco when the edits are done. Greg will email Exco members with the updated STEP document and ask that all comments be returned by COB on Friday February 13, 2009. No response will indicate that you approve.

**5. February AWIB Meeting and Agenda**

Greg proposed that we change the tentative May AWIB meeting dates to the 28<sup>th</sup> & 29<sup>th</sup>. He also asked that under “Activities” on the 24<sup>th</sup> that “UI Benefits Update – Tom Nelson” be changed to “UI Employer Services – Virginia Calloway”. Linda Hulbert made a motion to approve the modified agenda, Doug Ward seconded, vote taken, MOTION passed.

6. AWIB By-law Revisions

Motion to bring to the full AWIB meeting in February by Linda Hulbert, seconded by Jim Laiti, vote taken, MOTION passed.

7. AWIB Training Plan Template Update

Motion to bring to the full AWIB meeting in February by Linda Hulbert, seconded by Jim Laiti, vote taken, MOTION passed.

- **Discussion Items**

1. 2009 AWIB Calendar (2009 AWIB Meetings)

Greg discussed the need for us to plan our meetings one year in advance, proposing the October meeting be on the 26<sup>th</sup> & 27<sup>th</sup>. Linda Hulbert made a motion that the AWIB plan the calendar of board meetings one year in advance, Doug Ward seconded, vote taken, MOTION passed.

2. Certificates of Recognition (Former AWIB Members)

Certificates will be given at the February board meeting.

- **Reports (none given)**

1. Director – Greg Cashen
2. Chair – Jim Lynch
3. Committees – Committee Chairs

- **Other Items:** Questions from AWIB Members

Jim Lynch wanted the members to think about committing to 90 minutes for the Executive Committee in future meetings.

Kathy Craft noted that the AWIB/DOLWD should respond to the federal stimulus package.

- **Adjournment: 11:05** Next Ex Co Meeting March 10, 2009.